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UNITED STATES DEPARTMENT OF AGRICULTURE  
SOIL CONSERVATION SERVICE  
Washington 25, D. C.

FIELD MEMORANDUM SCS #1121-A

Re: Attendance at Meetings

June 15, 1948

TO ALL RANKING FIELD OFFICERS:

Field Memorandum SCS #1121 dated June 30, 1947 is hereby amended to provide that where it is necessary to authorize attendance at local meetings which will include either travel or transportation vouchers the authority will be included in the travel authorization. The authority may be included in annual travel authorizations to allow attendance at local meetings occurring within the area of the travel authorization or specific trip authorizations may be written to authorize attendance at a particular local meeting or meetings. Form AD-61 shall not be used in authorizing attendance at purely local meetings.

Field Memorandum SCS #1121 is also amended to specify that Forms AD-61 shall be submitted to this office for any meetings which are inter-national in character as well as for those which are Statewide, Regional or National in character. The concurrence of the Director of Foreign Agricultural Relations is required for international meetings.  
(1 AR 200-203 incl.)

*H. B. Bennett*

Chief



